

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
23 MAY 2018
7:30 P.M.
SPECIAL MEETING
MINUTES

The Board of Trustees of the Village of Brewster held a special meeting at 7:30 PM on May 23, 2018 at Village Hall, 50 Main Street, Brewster, NY 10509 for the purpose of conducting business previously scheduled for the May 16, 2018 regular meeting on matters that cannot wait until the next regular meeting on June 6, 2018. The May 16, 2018 meeting was canceled due to the severe storm and power outage at Village Hall and the surrounding area on that day.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees: Mary Bryde, Tom Boissonnault, George Gaspar
Village Engineer: Todd Atkinson
Village Counsel: Anthony Molé
Clerk & Treasurer: Peter Hansen

Absent:

Pledge to flag.

Notation of Exits

Special Meeting

Mayor Schoenig motions to open the special meeting, Trustee Bryde 2nd all in favor 5 to 0.

1. Erik Jacobsen & Scott Jacobsen Proclamations of Recognition and Appreciation. Mayor Schoenig asks Scott and Erik Jacobsen to step forward as Trustee Boissonnault reads each proclamation of recognition and appreciation for all the great work they have done for the Village and our community and thanks them personally for their efforts.
2. Peter Arnold Eagle Scout Proclamation – Mayor Schoenig and the Board sign the proclamation for the Eagle Scout ceremony on Saturday at 10am at Wells Park.
3. Cultural Arts Center Founder's Day – Margaret Carey, Secretary and Public Relations Director for the Cultural Arts Coalition explains that the organization was very disappointed to hear the Founder's Day celebration was not going to be held and are looking for the opportunity to take over the celebration and use some of the proceeds for the improvements to the cultural arts facility, particularly the 3rd floor theater. Mayor Schoenig asks whether the event will still be called Founder's Day. Ms. Carey says that perhaps it could be called something other than Founder's Day such as the Brewster Fall Festival and held earlier in September, perhaps September 9, 2018 and asks the Board if they have permission to go ahead with planning. The Board says they absolutely can. At some point as the planning moves forward they will need to submit a Parade Permit application requesting the road be closed, coordinate with NYS DOT, the Fire Department, and the Brewster Police Department to go over the details and the planning. Mayor Schoenig says the Village of Brewster typically waives any fees for the event and provide police and DPW labor, as well as bagging the meters and clearing the vehicles off of Main Street. Ms. Carey says the Hudson Valley Cerebral Palsy Association is not holding a race day this year. Mayor Schoenig explains that the Village will need an insurance certificate to list the Village as an additional insurer. No motion is needed, but the Village Board gives the Coalition their blessing to hold the event on September 9, 2018 and return with a parade permit and the insurance certificate.

Ms. Carey also wanted to discuss the parking situation for the Music Festival because they are now anticipating more visitors than originally expected and the Coalition is hoping to use the Tri-State Lot located off of Park Street in the Village, as well as possibly using 208 Main Street provided no cars are blocking the Police from accessing the building. Peter Carey has spoken to Joe Castellano at the County Legislative office and they will be allowing the Coalition to use their trolley and a driver, free of charge, to transport people to their cars from various lots. The Coalition has received permission from the Brewster Central School District to use the former Garden Street School parking lot. A route for the trolley needs to be established for the driver to follow and that will be further discussed with Chief John Del Gardo as soon as possible and a map will be submitted to the Board and be attached to the permit. Trustee Boissonnault asks about the cooling station requested by Judy Marano and suggests it could be in the office trailer donated by Jack Gress, which has electricity running to it as well as two air conditioners inside, however, there is no water running to that trailer. Ms. Carey says that there will be health and wellness professionals in attendance that will have cool towels and water to hand out to those who need them. Ms. Carey adds that the Coalition is planning on getting portable bathrooms

that will be there the day of the event as well as an ambulance at the entrance of Wells Park if emergency services are needed.

Peter Carey says the Library is having a ribbon cutting at 11am on June 30th during the Summer Kickoff that will be revealing the new addition.

4. Monthly Reports

- 4.1. Engineer's Report – Todd Atkinson delivers the Engineer's report dated May 15th, copy attached to these minutes. Mayor Schoenig motions to accept the Engineer's report, Trustee Gaspar 2nd all in favor 5 to 0.
 - 4.1.1. Accept MS4 Annual Report – no comments received during or after the 30 day posting period. Trustee Gaspar motions to authorize Mayor Schoenig to sign the annual MS4 report, Deputy Mayor Piccini 2nd all in favor 5 to 0.
 - 4.1.2. Authorize Mayor to sign and Village to pay \$475.27 to City of New York for DEP Land Use Permit 2622 for Tonetta Brook Headwall Borings. Trustee Gaspar motions to authorize Mayor Schoenig to sign, Deputy Mayor Piccini 2nd, all in favor 5 to 0.
 - 4.1.3. Authorize J.R. Folchetti & Associates to enter into a contract with Soiltesting, Inc. for the estimated total of \$9,125 for Tonetta Brook Headwall Borings per proposal dated April 5, 2018. Trustee Gaspar motions to authorize J.R. Folchetti & Associates to enter into a contract with Soiltesting, Inc. not to exceed \$9,125.00 for Tonetta Brook Headwall Borings per proposal dated April 5, 2018, Deputy Mayor Piccini 2nd all in favor 5 to 0.
 - 4.2. Police Report – Chief John Del Gardo delivers the April Police report, copy attached to these minutes. Deputy Mayor Piccini motions to accept the April Police report, Trustee Bryde 2nd all in favor 5 to 0. Trustee Bryde asks about the person arrested with a controlled substance, Chief Del Gardo says that the call was to a home of someone who was breaking their parole terms. Trustee Bryde asks about the suspicious person. Chief Del Gardo explains that the suspicious person was someone who fell asleep in the hallway of an apartment building while waiting for the weather to clear up, he was dropped off at the train station after further investigation. Trustee Bryde asks if the two DOAs were in homes, Chief Del Gardo confirms that both situations were in homes. Trustee Bryde asks if there were any issues with the storm? Chief Del Gardo says that there was not too much in the Village, the officers on duty were on patrol and checking in with the elderly citizens. Chief Del Gardo and Trustee Boissonnault discuss the Wells Park patrol due to its opening this week and the police will be opening and closing the park starting Friday at 10:00 until dusk, to be done every day.
 - 4.2.1. Shed the Meds with Senator Murphy's office tentatively scheduled for July 26, 2018 9:00 a.m. – 1:00 p.m. The Board of Trustees and Chief John Del Gardo agree that July 26, 2018 from 9:00 a.m. – 1:00 p.m. is good for the shed the meds event. Clerk Hansen to let Senator Murphy's office know.
 - 4.3. Code Enforcement Report – Bill Scorca delivers the April Code Enforcement report, copy attached to these minutes. Mayor Schoenig motions to accept the April Code Enforcement report, Trustee Bryde 2nd all in favor 5 to 0. Deputy Mayor Piccini asks if we can change the schedule and have some coverage on Fridays which is a garbage day.
 - 4.4. Planning Board Report – Rick Lowell to present the Planning Board report for the month of April. A copy of The Fountain of Faith resolution will be sent to Council Molé. Deputy Mayor Piccini motions to accept the Planning Board report for April 2018, Trustee Gaspar 2nd all in favor 5 to 0.
 - 4.5. Zoning Board of Appeals Report – Mayor Schoenig motions to accept the Zoning Board of Appeals report of no activity, Deputy Mayor Piccini 2nd all in favor 5 to 0.
5. Moonlight Café request for clarification – There was no representative for the Moonlight Café. Village Counsel Molé wrote a letter on the zoning district of the restaurant and allowing outdoor dining. Outdoor dining is permitted in the B1 district, which is along Main Street but is not permitted in the B2 district, permitted only for special use, as stated by Village Counsel Molé. Counsel Molé continues by stating that if the Moonlight Café would like to have outdoor dining, they may either request a zone change or apply for a variance.
 6. Tax Warrant – Clerk Hansen delivers the tax warrant information and will be attached to the minutes. Clerk Hansen also mentions that this amount is significantly lower than last year's amount. Mayor Schoenig asks about the amount for the 64 properties that is being collected. Clerk Hansen explains that all of the relieved amounts from water, sewer and refuse is from the 64 properties that did not pay their bills.
 7. Water Billing Arrears – The 45-day report after billing. Clerk Hansen informs the Board that there is about \$91,000 left in arrears. Clerk Hansen also mentions that April water collection was the best collection the Village has had in years. Deputy Mayor Piccini asks if there will be a notice sent out to those who have yet to make a payment after 45 days. Clerk Hansen says that he will run the report at the 45-day mark and present it to the Board, and the Board will inform Clerk Hansen of who to send notices to in order to received payment.

8. Walter Brewster House furnace water leak during December to February – Requests adjustment to bill for non-sewer water leak. Water from \$671.11 to \$589.44 based on tier 1 usage rate. Sewer \$526.40 to \$45.00 based on average of 1,300 gallons based on comparable quarters. Mayor Schoenig asks for a representative to come to the meeting to ask for relief.
9. Recreation Attendant – Mayor Schoenig motions to create new position of Recreation Attendant effective immediately, 052318-1, naming Wyatt Bischofsberger at a rate of pay of \$15 per hr., Deputy Mayor Piccini 2nd, all in favor 5 to 0.
10. Court Attendant – Mayor Schoenig motions to create a new position of Court Attendant, 052318-2, starting immediately, naming Samantha Chiudina, at a rate of pay of \$17.50 per hr., Trustee Gaspar 2nd, all in favor 5 to 0.
11. Senator Murphy’s Woman of Distinction – The Board has decided not to nominate a Woman of Distinction and will be planning to nominate someone next year.
12. Deputy Clerk-Treasurer – Service start date August 14, 2017 part time @\$15.00/hr., Mayor Schoenig motions to make the Deputy Clerk-Treasurer a full-time position with a start date of May 28, 2018 at a rate of \$21.55/hr., 37.5 hour work week, (\$42,000) per year, Deputy Mayor Piccini 2nd all in favor 5 to 0.
13. Correspondence sent & received for March – Mayor Schoenig motions to accept, Trustee Bryde 2nd all in favor 5 to 0.
14. Minutes for approval; -
 - 14.1. May 2, 2018 Regular Meeting. Trustee Bryde motions to approve May 2, 2018 minutes, Mayor Schoenig 2nd all in favor 4 to 0, with Deputy Mayor Piccini abstaining.
15. Vouchers Payable – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

15.1.	A - GENERAL FUND	\$40,143.03
15.2.	C – REFUSE & GARBAGE	280.67
15.3.	EN - ENGINEERING FEES ESCROW	360.00
15.4.	F - WATER FUND	338,524.12
15.5.	G - SEWER FUND	73,244.27
15.6.	H63 - TONETTA BROOK MARVIN AVE. HEADWALL	475.27
15.7.	T - TRUST & AGENCY	2,645.20
Total Vouchers Payable		\$455,672.56

Mayor Schoenig motions to approve vouchers payable as written, Deputy Mayor Piccini 2nd all in favor 5 to 0.
16. Other Business
 - 16.1. Trustee Bryde thanks Deputy Clerk-Treasurer Michelle Chiudina and Clerk Hansen for all their help with arranging the new flowers. Trustee Bryde will be attending the Eagle Scout ceremony on Saturday, May 26th at Wells Park at 10am. Trustee Bryde asks about the electronic payments for credit cards and Clerk Hansen says that the Village Office is still waiting for additional information from the company; no machine has been sent to the Village and no links to test out have been received. Trustee Bryde also asks about the Comcast visit to Wells Park & 25 Marvin. Clerk Hansen reports that there needs to be wires run underground to connect to the Internet at Wells Park to be used for security at the park and Comcast confirms that they will be able to run wires and cables to have Internet access at 25 Marvin as well. Trustee Bryde will also be attending the Memorial Day event at Electrozone Field on Monday, May 28th.
 - 16.2. Trustee Boissonnault says that the water is on at Wells Park, the bathrooms are clean, the plants are in, the signs are in and mostly installed. Clerk Hansen also adds that there will be a cleaning person to come in to clean the bathrooms once a weekend and after events when needed and there are new locks on the gate to the park. Trustee Boissonnault also mentions that a lock was pried off the office trailer, however, the trailer did not seem to be destroyed or tampered with in any way and the door was locked from the inside. Also a vent on top of the red barn was pushed in but is now fixed and there was no damage done to the inside of the barn. Mayor Schoenig recommends putting up lights and camera/sound system that will go off when the door is opened where it’s not supposed to be. The camera will record when the sensor is triggered and the video surveillance will be stored in a Cloud system for \$30 a year. Trustee Boissonnault also discusses that there were many times where he goes by Wells Park and there have been teenagers and some adults inside, to which he tells them they are not allowed inside until the park is open and asks them to leave. Clerk Hansen recommends that there should be a sign that states the dates to which the park is open; which is Memorial Day weekend to mid-October or would need a sign that says “Park Closed”.
 - 16.3. Village Matters – Clerk Hansen wishes to discuss the continuation for Village Matters.
17. New Business
 - 17.1. Trustee Bryde mentions that Flag Day is June 14th at the Elks Club.
 - 17.2. Trustee Boissonnault received a U.S. Flag donated for Wells Park by two Girl Scouts.

- 17.3. Mayor Schoenig says that the tree blocking Green Lot access on Railroad Ave will be taken care of by DEP. Awaiting confirmation of DEP on who they are sending.
- 17.4. Trustee Boissonnault discusses the road conditions of Wells Street up the hill before Center. There is a lot of wear and tear on the section and should be repaved and receive a more permanent fix.
- 17.5. Trustee Bryde will be willing to help out with the Court Audit that is coming up and will make plans with Court Clerk Jean Macli about dates to meet.

18. Public Comment

- 18.1. Southeast Liaison John Lord asks if the Board wants them to bring anything to the Town Board's attention. The Board has nothing to bring to the Town Board's attention. Clerk Hansen asks about the bridge on Prospect Hill. Mr. Lord says that the bridge is moving along and guard rails have just been installed on the roads.

- 19. Trustee Boissonnault motions to adjourn, Trustee Gaspar 2nd all in favor 5 to 0.

I. GENERAL INFORMATION		
Report No:	5 of 2018	Date: 5/16/2018
		Contract No:
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
2.	<u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineers Contract and Scope of Work including:	
a.	Activities completed this month (attach additional pages as needed)	
	<ul style="list-style-type: none"> The average daily flows at the plant in April were 134,000. 	
b.	Status of activities in progress this month (attach additional pages as needed):	
	<ul style="list-style-type: none"> Repair/rebuild ground hog grinder at Carmel Avenue Pump Station. 	
c.	Activities scheduled (attach additional pages as needed):	
	<ul style="list-style-type: none"> Request that Gentech perform coolant flush on North Main Street and Carmel Avenue Pump Station. SCADA computer system needs to be upgraded; system is very outdated. Received pricing. Will review with Village Board. 	

1. <u>GENERAL INFORMATION</u>		
Report No: 5 of 2018	Date: 05/16/2018	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2.	<u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> 530 North Main Street – 2 hours
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> B.O.S. Land Development – Trying to schedule a meeting with the NYCDEP Brewster Honda – Punchlist Closeout Route 22 Brewster LLC (Old Getty Station) – Construction Ongoing 538 North Main Street – Construction Ongoing/Amendment being proposed
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> Continue plan review and meetings for B.O.S. Land Development Perform Close-Out Inspections on Brewster Honda Site, when needed. Perform site inspections on Route 22 Brewster LLC (Old Getty Station) Site, when needed. Perform site inspection at 538 North Main Street, when needed.

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 5 of 2018	Date: 5/16/2018	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • End 30-day comment period on Annual Report. No comments on the Report were received. • Receive approval on the annual Report form the Village Board of Trustees at the May 16, 2018 Board Meeting. • Submit Final MS4 Annual MS4 Report to NYSDEC by June 1, 2018.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Await comments on Annual Report from the NYSDEC.

BREWSTER POLICE DEPARTMENT

**APRIL 2018
MONTHLY REPORT**

**POLICE CHIEF
John Del Gardo**

VILLAGE OF BREWSTER POLICE DEPARTMENT**MONTHLY REPORT**

To: Mayor James Schoenig - Board of Trustees
FROM: Police Chief John Del Gardo
RE: April 2018

911 CALLS	49	VEHICLE REPAIRS		\$2,172.00
WALK IN COMPLAINTS	26	VEHICLE MILEAGE		4128
TOTAL CALLS FOR SERVICE	75	VEHICLE FUEL		550
SECURITY VISITS		PEO STOCKBURGER	Tickets	0
Sewer Plant	280		Hours	0
Water Tank	258	PEO GIANGUZZI	Tickets	0
Wells Park	265		Hours	0
Wells Field	15			
TOTAL VISITS	818			
FOOT PATROL				
Main Street:	62			
M.T.A Station:	68			
Residential:	36			
TOTAL HOURS	166			
Court Hours - Village	60	(Security Detail)2 Officers		
Court Hours - S.E.	78	(Security Detail)2 Officers		
TICKETS				
Uniform Traffic Tickets:	204			
Parking Tickets:	60			
Local Ordinance	4			
TOTAL TICKETS	268			
ARRESTS	2			
511 ARREST - QUINONES	1			
CPCS 7 - PRESTAMO	1			
	2			

911 DISPATCHED CALLS – 49

AIDED – 9

EDP - 1

DOA - 2

VEHICLE ACCIDENT – 5

DISPUTE - 3

911 HANGUP - 2

FIRE ALARM - 6

SUSPICIOUS PERSON - 1

DOG COMPLAINT - 2

LOST PROPERTY - 2

BACK UP STATE POLICE - 1 O/S VILLAGE

TRESPASS - 2

HARASSMENT - 1

MISSING PERSON - 1

DISORDERLY PERSON - 4

BOLO - 1

SMOKE CONDITION - 1

NARCOTIC COMPLAINT - 1

ERRATIC DRIVER - 1

ASSIST PROBATION - 1

LOCKOUT -1

PARKING COMPLAINT -1

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

APRIL 2018

SPEEDS - 84

STOP SIGN - 60

CELL PHONE - 23

511 ARREST - 1

SEATBELT - 2

TOTAL - 170

**VILLAGE OF BREWSTER, NY
PLANNING BOARD
REPORT
TO THE VILLAGE BOARD**

May 16, 2018, 2018

Rick Lowell, Chairman
Rick Stockburger, Vice-Chairman
David Kulo
Janet Ward
Marti Foster

Greg Folchetti, attorney- Costello & Folchetti
Todd Atkinson, PE – J.R. Folchetti & Assoc.
Cathy Huidina, secretary

Meeting Date: April 17, 2018

New Business: Fountain of Faith Church- Masterpiece Children's Center applied for and was granted a Waiver of Site Plan Approval for improvements to a playground on the site at 571 N. Main St. owned by S&L Management of Putnam, Inc. Copy of the Resolution is attached.

Respectfully,

Rick Lowell
chairman

May 03, 2018

Attention: Peter Hansen & Village Trustees

Reference: April ZBA Activity

Please be advised that there were no meetings pertaining to the ZBA in April.

Best Regards,

Todd Gianguzzi ZBA, Chairman